



AFTER HOURS ACCESS AND SUITE KEY REQUEST

If possible, please fill out below data in "Word" on your computer.
Print, sign, date and email as an attachment to chris.narayan@cushwake.com.

Tenant Name		Building Name	
Tenant Address (City & Zip not needed)		Suite	
Requestor Name (Authorize Below)		Requestor Phone	

An after-hours building access system is available for tenants and their employees for building access 24-hours daily. Employees listed below will receive a card programmed for entry to the building. Employees wishing access to the Fitness Center must submit a Fitness Center Application (in addition to submitting payment for key cards where applicable). For further information about Fitness Center Policies, contact Property Management at (916) 557-1800

The building will be accessible, and Access Card will **NOT** be required during regular business hours. For more information about hours and amenities please refer to the Park Tower website at www.parktowersac.com or contact Property Management at 916.557.1800.

NAME	NAME

I understand access cards are not transferable. In the event an access card is lost or stolen, I agree to report it to Cushman & Wakefield immediately in order to deactivate the access card. I further understand replacement and new access card can be issued for fee of \$10.00 and it may be assessed at the time of issuance.

Future requests for after hours access cards must be requested by an "authorized requestor" through Cushman & Wakefield's on-line service request system. Should you have any questions please call the management office at (916) 557-1800.

All the access cards must be returned to the Park Tower property management ofc. prior to tenant permanently vacating the leased space.

Agreed to and Accepted by:

Authorized Signature

Date

NEW TENANTS: Please let us know how many suite keys you wish to receive for your suite.